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ABSTRACT

This handbook was prepared for the officers and committee members of the ACRL (Association of College and Research Libraries) Bibliographic Instruction Section (BIS). Introductory material by Mimi Dudley and James W. Hart traces the history of bibliographic instruction (BI) and the development of BIS. Following a brief discussion of how to get involved in BIS, its organizational structure is described and procedural information is presented, including bylaws, the master calendar, required meetings, and the responsibilities of officers and committees. A section on committee charges and membership lists includes the ALA (American Library Association)/ACRL BIS Chart for 1986/87, lists the name and address of the newsletter editor, and provides information about 16 standing and ad hoc committees, including the committee purpose, chair, and members. Finally, listings of section activities and resources, including programs, chairs, and publications, are provided, as well as an alphabetical listing of committee members. Four appendices include forms for committee volunteers, budget requests, requests for payment, and change of address forms. (KM)

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BIS HANDBOOK

AN ORGANIZATIONAL MANUAL & DIRECTORY

PREPARED FOR

OFFICERS AND COMMITTEE MEMBERS OF THE

ACRL BIBLIOGRAPHIC INSTRUCTION SECTION

BY

THE ACRL BIS COMMUNICATION COMMITTEE

DECEMBER 1986

(with revisions)

IR051931

"PERMISSION TO REPRODUCE THIS MATERIAL HAS BEEN GRANTED BY
James W. Hart

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TABLE OF CONTENTS

Introduction..... 1

How to Get Involved..... 4

Organizational Structure
- Organization Chart..... 5
- The Structure of the Bibliographic Instruction Section..... 6
- The Bibliographic Instruction Section and ACRL..... 8
- Other Bibliographic Instruction Committees Within ALA..... 10

Procedural Information
- Bylaws..... 13
- Master Calendar..... 16
- Required Meetings..... 20
- Responsibilities of Officers and Committees..... 21

Committee Charges and Membership Lists
- ALA/ACRL Bibliographic Instruction Section Chart, 1986/87... 25
- Executive Committee..... 27
- Advisory Council..... 29
- Clearinghouse Committee..... 32
- Communication Committee..... 34
- Computer Concerns Committee..... 36
- Conference Program Planning--1987..... 38
- Conference Program Planning--1988..... 39
- Continuing Education Committee..... 40
- Education for Bibliographic Instruction Committee..... 42
- Future of Bibliographic Instruction (Ad Hoc)..... 44
- Miriam Dudley B.I. Librarian Award Committee..... 45
- Newsletter Editor..... 46
- Nominating Committee--1987..... 47
- Nominating Committee--1988..... 48
- Policy and Planning Committee..... 49
- Policy and Planning Subcommittee on Long-Range Planning..... 51
- Research Committee..... 52
- Task Force on Model Statement of Objectives for Academic B.I..... 54
- Think Tank Publication/Editorial Advisory Board..... 55

Section Activities and Resources
- Programs..... 56
- Chairs..... 59
- Publications..... 60

Alphabetical Listing of Committee Members..... 62

Appendices
- Appendix A--ACRL Committee Volunteer Form
- Appendix B--ACRL Budget Request Form
- Appendix C--ACRL Request for Payment Form
- Appendix D--BIS Change of Address Form

INTRODUCTION

In the 1870s assistance to the reader, what had come to be know as reference service, began to be recognized as a legitimate basic function of the library. Of course, librarians had always assisted readers, but organized reference work was unknown until the last quarter of the nineteenth century. The primary concern of librarians until then had been acquisitions, cataloging, classification, and circulation. Similarly, librarians have always helped users to make effective use of the resources and facilities of libraries, but it was not until the last quarter of the twentieth century that bibliographic instruction as a separate, distinct, and respectable function of librarians was recognized.

One hundred years after the concept that perhaps readers should receive personal assistance from a librarian began to surface in library literature, the ACRL Board of Directors, at their Midwinter Meeting in 1977, approved the establishment of a Bibliographic Instruction Section, and ACRL President Connie Dunlap appointed an ad-hoc steering committee "to set up the organizational framework, to arrange for an election in the Spring of 1978, and to plan the interim activities of the Section." While the immediate impetus for the Board's action was loud clamoring at the gates, reflected in part by a recommendation from the ACRL Task Force on Bibliographic Instruction, there had been steadily increasing evidence of the need for a formal ALA structure "to support quality higher education by promoting instruction in the access, evaluation, and utilization of information resources," as Article II of the BIS Bylaws states. Between the Midwinter Meeting and the Annual Conference in 1977, a set of Bylaws was written and a document was prepared outlining the present committee structure of five standing and three ad-hoc committees, along with charges to each.

In keeping with the goals of the Steering Committee to involve as many people as possible who were interested in bibliographic instruction, the two documents were distributed to and discussed by an audience of several hundred people at the 1977 Annual Conference. The members of the Steering Committee listened carefully, and much of what was suggested at that open hearing was incorporated into the bylaws and committee structure, which were approved at the 1978 Annual Conference, with the newly elected officers presiding. By the following year, the Section had 2,400 members, making it the third largest section in ACRL.

The five standing committees (Policy and Planning, Education for Bibliographic Instruction, Continuing Education, Research, and Cooperation) have in their four years of existence developed, or are in the process of developing, a directory of library instruction clearinghouses and an annual survey of their progress; a bibliographic instruction handbook; a set of checklists for a model library

instruction program; a roster of doctoral dissertations dealing with bibliographic instruction; guidelines for compiling statistics for bibliographic instruction; guidelines for evaluation of bibliographic programs; a survey of bibliographic instruction contact persons and committees within library and other professional organizations outside libraries; a survey of instruction course offerings in graduate library school programs and a model syllabus for a library school bibliographic instruction course.

The ad-hoc planning committees have provided or are in the process of providing, a preconference in 1979, "Tools, Techniques, and Tactics: Six Workshops;" a preconference in 1981, "Premises, Problems, Promises: Views and Approaches to Bibliographic Instruction;" a program at the 1978 Annual Conference "Politics of Library Instruction;" one in 1979, on "Grantsmanship for Bibliographic Instruction,"another in 1980 on "Learning Theory in Action: Applications in Bibliographic Instruction," and in 1981 a program entitled, "Will B.I. Survive the On-Line Age?" Planning committees for the 1982 Annual Conference Program and the 1983 Preconference have been appointed and are hard at work.

The ad-hoc nominating committees have given us the opportunity to elect six outstanding chairs: Sheila Laidlaw, 1978; Sharon Hogan, 1979; Sharon Rogers, 1980; Shelley Phipps, 1981; and Anne Roberts, 1982.

If I were not restricted in space, I would like to name the literally hundreds of devoted, hard-working people who have worked on all those committees; we are all indebted to them. In my case, the professional achievement of which I am proudest is chairing the original Ad-Hoc Steering Committee on Bibliographic Instruction. The Section which resulted from that committee's work is one in which we can all take pride.

Mimi Dudley
UCLA's College Library

Since 1981 when Mimi Dudley wrote the above introduction, the Bibliographic Instruction Section has continued to expand its activities and to make its presence felt within the profession. It is now the largest activities section in ACRL and has sixteen committees with nearly 100 members. These committees are currently engaged in supporting the wide range of programs and interests of the Section. A few highlights of recent years' activities have included: a thorough review of the Section's committees and the Newsletter; the awarding of the Miriam Dudley B.I. Librarian of the Year Award to three outstanding librarians; creation of a list of proficiencies for instruction librarians; a survey of library school curricula related to bibliographic instruction; the revision of "Organizing and Managing a Library Instruction Program: Checklists";

and the creation of a Model Statement of Objectives for Bibliographic Instruction Programs. Annual conference programs included: "A Critical Look Back as We Leap into the Future" (1986), "Educating the Users of Online Catalogs: Administrative Issues, Research Concerns, and Practical Applications" (1985), and "Bibliographic Instruction: A Catalyst for Change" (1984). Leadership for the section has been provided by the following chairs: Betsy Baker 1986-87, Mary Reichel 1985-86, William Miller 1984-85, Maureen Pastine 1983-84.

James W. Hart, Chair
Communication Committee
December 1986

HOW TO GET INVOLVED IN THE BIBLIOGRAPHIC INSTRUCTION SECTION?

If what you read in this manual interests you and you would like to participate in BIS activities, consider the following suggestions:

1. Talk to BIS Officers and committee members in order to learn more about the Section. You may also find it useful to read some of the various publications which BIS has produced over the years. Refer to the Introduction of this manual to identify specific publications.

2. Attend BIS meetings. During ALA Midwinter, each committee as well as the Advisory Council and the Executive Committee hold regular business meetings. These are all listed in the ALA Program. Visitors are welcome to attend any of these meetings. In addition to business meetings during the Annual Conference, BIS sponsors program meetings which focus on important issues in bibliographic instruction. Also, during the Annual and Midwinter Conference, orientation sessions are held to familiarize current and prospective committee members with the full range of BIS activities.

3. Express your interest. If you wish to be considered for inclusion on any committees in ACRL, you may send a letter of interest to ACRL headquarters. If you are particularly interested in a BIS committee, you may send a letter directly to the current Vice-Chair/Chair-elect of the Section; the Vice-Chair is responsible for committee appointments (Appendix A). It is helpful if you give a brief summary of your reasons for wishing to serve on a certain committee as well as your experience and qualifications pertinent to that committee. The new Intern position on BIS Committees has allowed the Section to involve even more members on an annual basis and is especially designed for those with less extensive previous experience on professional committees. Committee composition must reflect institutional and geographic balance among the membership. However, most serious indications of interest result in appointments.

THE STRUCTURE OF THE BIBLIOGRAPHIC INSTRUCTION SECTION

There are eighteen active committees that form the Bibliographic Instruction Section. Some of these are standing committees (s); others are ad hoc (a):

Advisory Council (s)
Executive Committee (s)
Clearinghouse Committee (s)
Communication Committee (s)
Computer Concerns Committee (s)
Conference Program Planning Committee, San Francisco, 1987, (a)
Conference Program Planning Committee, New Orleans, 1988 (a)
Continuing Education (s)
Education for Bibliographic Instruction (s)
Future of Bibliographic Instruction (a)
Miriam Dudley B.I. Librarian Award (a)
Nominating (1987 Elections) (a)
Nominating (1988 Elections) (a)
Policy and Planning (s)
Policy and Planning--Subcommittee on Long-Range Planning (a)
Research (s)
Task Force on Model Statement of Objectives for Academic B.I. (a)
Think Tank Publication/Editorial Advisory Board (a)

Through the bylaws the Executive Committee has been given authority over the affairs of the Section. The officers of this committee are the only elected members of BIS. To aid in the election process, the Vice-Chair/Chair-Elect appoints a nominating committee. This committee is charged with drawing up a slate of candidates for the positions that are coming open. The entire BIS membership is sent the slate as part of the ALA election packet distributed each spring. The elected officers begin their term immediately after the Annual Conference.

Aside from the elected members of the Advisory Council, all other committees and their members are appointed. The committees of the Section may be authorized or discontinued by the BIS chair with the approval of the Executive Committee. The Vice-Chair/Chair-elect designates the chairs for each committee or may request that a committee elect its own chair.

It has been the general policy of the Section's past and present chairs to appoint to committees members of BIS who have not previously served on committees in the Section. This means that those individuals whose terms are expiring are not automatically reappointed. The bylaws limit appointments to a maximum of two terms. This Section policy has allowed for a steady influx of new members on the committees.

Committee members are appointed to one or two-year terms unless an unexpected vacancy needs to be filled for a shorter period of time. The BIS Committees' membership lists give the appointment spans for each of the members. Appointment terms are staggered to provide overlap and continuity.

In 1984-85 BIS began the practice of appointing one-year internships to each committee. These internships, which are non-renewable, are intended to provide an opportunity for new members to become acquainted with the work of the Section.

When accepting an appointment to a BIS committee, it is understood that the appointee is committed to attend the committee meetings at both mid-winter and annual conferences. (See separate listing for required meetings.) It is not required that committee members attend all the other BIS committee meetings, but they are urged to attend the membership and program meeting of BIS during the annual conference. Also, the opening meeting of the Advisory Council and the BIS Orientation normally held at conferences provide members with an opportunity to share information and to become acquainted with the BIS structure.

The committee chairs are responsible for organizing and running their committees. In addition, the chairs serve on the Advisory Council. This council consists of all the members of the Executive Committee and the Chairs of the standing and ad hoc committees. It is during this meeting that action items are brought up for consideration. It also serves as an information exchange.

So, in review, the standing and ad hoc committee members are responsible to the chair of their committee. The chairs, in turn, are responsible to the BIS Executive Committee. The Executive Committee is ultimately responsible to the ACRL Board of Directors.

THE BIBLIOGRAPHIC INSTRUCTION SECTION AND ACRL

The Association of College and Research Libraries (ACRL) is a Division of the American Library Association (ALA). Within ACRL there are thirteen sections. Ten sections are organized by type of activity and three are by type of library. The starred (*) sections are the ones by type of library.

Anthropology and Sociology Section (ANSS)
Art Section (ARTS)
Asian and African Section (AAS)
BIBLIOGRAPHIC INSTRUCTION SECTION (BIS)
*College Libraries Section (CLS)
*Community and Junior College Libraries Section (CJCLS)
Education and Behavioral Science (EBSS)
Law and Political Science Section (LPSS)
Rare Books and Manuscripts Section (RBMS)
Science and Technology Section (STS)
Slavic and East European Section (SEES)
*University Libraries Section (ULS)
Western European Specialists Section (WESS)

In 1981, the ACRL Board of Directors, in an effort to streamline the workings of the Board, established what was then called the Type-of-Activities Section Council and has now come to be known as the Activities Section Council. Before the establishment of this new Council each of the ACRL Section chairs served on the ACRL Board of Directors. The Activities Section Council now consists of the chair and chair-elect from each of the type-of-activities sections.

The Activities Section Council nominates two members to serve as Directors-at-large on the ACRL board. These candidates are elected at large by the ACRL membership.

In addition to the Activities Sections Council, the ACRL Budget and Finance Committee also affects the operation of BIS. It is this committee that is responsible for submitting a recommended budget to the ACRL Board of Directors. Each year, the Vice-Chair/Chair-elect of BIS is responsible for submitting the section's budget to this committee. The committee reviews and discusses the budget requests received from all the ACRL sections. All requests are not automatically approved, and the Vice-Chair/Chair-elect of BIS has had to go before the Budget and Finance Committee to defend (not always successfully) requests.

Other ACRL committees play lesser roles in the BI Section. For example, the publication voice for ACRL and its sections is College and Research Libraries and College and Research Libraries News. Decisions made by the editorial boards of these publications may or may not affect an activity of BIS. In a similar vein, changes in the

ACRL constitution and/or bylaws may cause major or minor changes in the operation of the section. In general, the BI Section is influenced by the overall operation of ACRL and the section must operate within the organizational parameters. All publications of the Section must be approved by the ACRL Publications Committee (The BIS Newsletter was approved in 1984).

OTHER BIBLIOGRAPHIC INSTRUCTION COMMITTEES WITHIN ALA

The Bibliographic Instruction Section is not the only group within ALA that is involved with library instruction. The following is an explanation of the purposes of these groups.

Instruction in the Use of Libraries (ALA standing committee)

"To review on a continuing basis activities within ALA on instruction in the use of libraries and to coordinate them with the activities of other agencies; to recommend activities to the appropriate units of ALA and to encourage their implementation; to coordinate these activities within the Association; to conduct studies or promote research of more than divisional concern; and to act as a clearinghouse for information on significant programs of instruction."

Library Instruction Round Table (LIRT)

"A. The purpose of LIRT is to advocate library instruction as a means of developing competent library and information use for lifelong learning. LIRT membership represents all types of libraries committed to this goal.

B. Organizational Goals:

1. To increase awareness of library instruction as an essential service and to play an active role in the development of ALA policy promoting library instruction.

2. To help practitioners develop, improve, and promote library instruction by providing practical information, skills, and tools.

3. To broaden the base of membership involvement in the activities of LIRT by attracting active members from all types of libraries.

4. To provide opportunities in which librarians from all types of libraries can share ideas about library instruction.

5. To provide support for the establishment and growth of affiliate groups.

6. To develop and to recommend standards for training professionals involved with library instruction." (Taken from proposed charge revision, 1985.)

Education Task Force. Government Documents Round Table.

"To further the mission of GODORT by providing a forum for the discussion of issues concerning the education of users and potential users of government documents. To act as a conduit for information regarding education resources in using government documents to four audiences: 1. users and potential users of documents, 2. documents

librarians, 3. librarians who do not work directly or primarily with documents, 4. library school students and faculty. These education resources may take the following forms: print or non-print materials, bibliographies, guides, etc. To cooperate with other interested groups within GODORT and ALA on matters or projects of common concern which fall into the purview of this Task Force. To identify areas or programs for which publicity is appropriate and to suggest possible approaches at both the national and local levels."

Bibliographic Instruction for Educators. ACRL Education and Behavioral Sciences Section.

"To develop, and to state clearly, concepts of the special roles and problems of education librarians serving teacher education programs of library instruction (professional and juvenile) and instruction in searching the literature of education; to recommend to the EBSS Executive Committee possible actions for making, as education library specialists, distinctive contributions to the developing field of bibliographic instruction."

Instruction and Use Committee. ACRL Community and Junior College Libraries.

"Creates formal liaison with all other ALA units in corresponding activities; identifies and collects methods and programs of instruction and use; reports on the programs available and the libraries and media centers willing to share experience in development and use; evaluates programs in instruction and use and disseminates finding; evaluates commercial aids for instruction and use and reports findings.

Professional Education Committee. Association of College and Research Libraries.

"To study and review needs of academic librarians for graduate and continuing education; to facilitate communication and cooperation between librarians and library educators; to encourage appropriate organizations and agencies to develop programs that are responsible to the needs of academic libraries; to oversee and coordinate continuing education activities within ACRL."

Education Committee. Library and Information Technology Association.

"To encourage educational programs (academic, continuing education, and staff development) relating to library and information technology through such means as identifying topics where there is a need for education or orientation, bringing to the attention of the library community the need for programs, offering assistance in planning programs, publishing information about educational needs and programs, and encouraging research on educational matters in technological subjects."

Library Media Skills Instruction. (ad hoc) American Association of School Librarians.

"To plan, develop and prepare for publication a K-12 library media skills curriculum to be integrated with classroom instruction."

ACRL BIBLIOGRAPHIC INSTRUCTION SECTION

BYLAWS

Article I. Name

The name of this organization shall be the Bibliographic Instruction Section of the Association of College and Research Libraries, a division of the American Library Association.

Article II. Object

The object of this Section shall be to support quality higher education by promoting instruction in the access, evaluation, and utilization of information resources.

Article III. Membership

Any member of the Association of College and Research Libraries may select membership in this Section.

Article IV. Meetings

Sec. 1. The regular meeting of the Section shall be held at the time and place of the annual conference of the American Library Association. Special meetings may be called by the Chair with the approval of the Executive Committee. The Section may, with the approval of the Board of Directors of the Association of College and Research Libraries, hold closed meetings or joint meetings with other sections.

Sec. 2. Fifteen members of the Section shall constitute a quorum for the transaction of business.

Sec. 3. Meetings of the Section shall be conducted in accordance with Robert's Rules of Order and these Bylaws. The Chair of the Policy and Planning Committee shall act as parliamentarian for the Section.

Article V. Officers

The officers of the Section shall be a Chair, a Vice Chair/Chair-elect, the Immediate Past Chair, and a Secretary. The officers serve one-year terms.

Article VI. Executive Committee

Sec. 1. Composition. The Executive Committee shall consist of the officers and three Members-at-Large who shall serve three-year terms which shall overlap so as to provide continuity of policy.

Sec. 2. Meetings. Regular meetings of the Executive Committee shall be held at the time and place of the annual conference and midwinter meeting of the American Library Association. Special meetings may be called at the discretion of the Chair.

Sec. 3. Powers and Duties. The main function of the Executive Committee shall be to provide direction for the attainment of the object of the Section. The Executive Committee has authority over the affairs of the Section during the period between meetings of the Section, subject to review by the members at a meeting of the Section.

Sec. 4. Quorum. A majority of the members constitutes a quorum at any meeting of the Executive Committee.

Article VII. Advisory Council

Sec. 1. Composition. The Advisory Council shall consist of the members of the Executive Committee plus the chairs of all standing and special committees of the Section.

Sec. 2. Meetings. The Advisory Council shall meet regularly at the time and place of the annual conference and midwinter meeting of the American Library Association. Whenever possible, the Advisory Council meeting shall be scheduled following the meetings of the standing and special committees of the Section. The Secretary of the Section shall take minutes at the Advisory Council meeting.

Sec. 3. Function. The purpose of the Advisory Council is to provide a forum for reporting, discussing, and coordinating the work of the Section's various standing and special committees.

Sec. 4. Quorum. A majority of the members constitutes a quorum at any meeting of the Advisory Council. If the chair of a standing or special committee is unable to attend the Advisory Council meeting in person, he/she is responsible for sending a knowledgeable committee member to report on the activities of that committee.

Article VIII. Committees

Sec. 1. Authorization and discontinuance. Committees of the Section may be authorized or discontinued by the Chair with the approval of the Executive Committee.

Sec. 2. Standing Committees. Standing committees may be established to consider matters of the Section that require continuity of attention by the members. When such a committee is established, its function, name, and size shall be determined. Unless otherwise approved by the Executive Committee, members of standing committees shall be appointed for terms of two years and may be reappointed for a second but not a third consecutive term; in no case shall a person serve on a committee for more than four consecutive years. Appointments shall be made in such a manner as to provide continuity in membership.

Sec. 3. Special Committees. Special (ad hoc) committees may be established at any time for the performance of a particular assignment. No such committee may be continued beyond two years without review and reapproval by the Executive Committee.

Sec. 4. Appointments. The Vice Chair/Chair-elect shall appoint committee members to fill the vacancies due to occur during his/her term as chair. He/she may request each committee to elect its own chair or may name the chair of each committee.

Sec. 5. Reporting. Committee chairs shall report to the Executive Committee at the Advisory Council meeting held at each annual conference and midwinter meeting of the American Library Association.

Article IX. Nominations and Elections

Sec. 1. Nominating Committee. The Vice-Chair/Chair-elect shall appoint a Nominating Committee of at least three personal members of Section, one of whom shall serve as chair of the committee. This committee shall prepare a slate of at least two nominees for each of the offices of Vice Chair/Chair-elect, Secretary, and Member-at-Large.

Sec. 2. Additional Nominations. Additional nominations may be made by petition signed by no fewer than twenty personal members of the Section and filed with the Executive Secretary of the Association of College and Research Libraries at least three months prior to the date on which ballots are to be mailed.

Sec. 3. Nominees. All nominees for office shall be personal members of the Section and shall have consented in writing to their candidacies.

Sec. 4. Elections. Elections shall be by mail vote. The candidate receiving the largest number of votes shall be elected.

Article X. Vacancies

A vacancy in the office of Chair shall be filled, for the remainder of the term, by the Vice Chair/Chair-elect. This succession shall not prevent a person who succeeds to the office of Chair because of a vacancy from serving his/her normal term as Chair the next year. If vacancies occur in the offices of Chair and Vice Chair/Chair-elect within the same term, the Executive Committee shall elect as Chair, for the remainder of the term, one of the members of the Executive Committee. Any or all of these vacancies shall be filled by election at the next regular election after the vacancies occur.

Article XI. Amendments

Sec. 1. Proposals for amending the bylaws may be made by any committee of the Section or by petition signed by twenty personal members of the Section and shall be presented in writing to the chair.

Sec. 2. Voting. Bylaws may be amended by a two-thirds vote of the members of the Section attending a regular meeting of the Section casting ballots in a mail vote.

First Adopted: Chicago, June 27, 1978
Revisions adopted.

ACRL BIBLIOGRAPHIC INSTRUCTION SECTION
MASTER CALENDAR*

Date	Officer/Committee	Activity
January (MID-WINTER CONFERENCE)	Chair	1. Chair BIS Advisory Council Meetings 2. Chair BIS Executive Committee Meetings 3. Attend BIS Committee Meetings 4. Attend ACRL Board of Directors Meetings
	Vice-Chair/Chair-Elect	1. Attend BIS Advisory Council, Executive Committee, BIS Committee Meetings 2. Defend budget at ACRL Budget and Finance Committee Meeting 3. Attend Activity Section Council Meeting
	Secretary	1. Record minutes of BIS Advisory Council and Executive Committee Meetings 2. Attend Communication Committee Meetings
	Member-at-Large	1. Attend Advisory Council and Executive Committee Meetings 2. Attend as many committee meetings as possible 3. Attend Orientation meeting and report on its activities
Mid-January	Secretary	Submit report of all BIS meetings to ACRL Office, BIS Chair and Vice-Chair. Additional copies sent to Committee chairs and newsletter editor
January-February	Vice-Chair	Appoint Committees

*NOTE: Please refer to handbook section on Responsibilities of Officers and Committees and Committee Charges for additional information.

Date	Officer/Committee	Activity
February 1 (deadline)	Nominating Committee Chair	Slate of nominees submitted to ACRL office
March 1 (deadline)	Vice-Chair	Notify ACRL Office of committee appointments
March/April	Chair	BIS Dinner 1. Schedule dinner 2. Send time, name, location to ALA Conference Arrangements Office 3. Notify membership through newsletter
April	Chair	Request agenda items for annual conference meetings (Advisory Council and Executive Committee) from appropriate committee chairs, members and officers
Mid-April (deadline)	Officers & members	Submission of articles to BIS Newsletter
May	Chair	Submit agenda items to ACRL Executive Board
June/July (ANNUAL CONFERENCE)	Chair	1. Chair BIS Advisory Council Meetings 2. Chair BIS Executive Committee Meetings 3. Attend BIS committee meetings 4. Attend ACRL Board of Directors Meetings
	Vice-Chair	1. Attend BIS Advisory Council, Executive Committee, BIS committee meetings 2. Attend Activity Section Council meeting
	Secretary	1. Record minutes of BIS Advisory Council and Executive Committee meetings 2. Attend Communication Committee meeting

Date	Officer/Committee	Activity
	Member-at-Large	1. Attend Advisory Council & Executive Committee Meetings 2. Attend as many committee meetings as possible 3. Attend Orientation meeting and report on its activities
July	Vice-Chair	Appoint Nominating Committee; appoint Program Committee
	Immediate Past Chair	Ensure committee chairs submit budget requests for reimbursement
Mid-July	Secretary	Submit report of all BIS committee meetings to ACRL Office, BIS Chair and Vice-Chair. Additional copies sent to committee chairs and newsletter editor
July-August	Vice-Chair	Solicit budget requests from committee chairs (send budget sheets and guidelines)
Summer/Fall	Nominating Committee Chair	1. Solicit nominations for offices by writing to C&RL News, BIS officers, committee chairs 2. Obtain list of BIS members from ACRL Vice Chair/Chair-Elect or ACRL office
August 1 (deadline)	Vice-Chair	Notify ACRL Office of Nominating and Program Committee membership
August 15 (deadline)	Immediate Past Chair	Submit reimbursement requests to ACRL Office
September 1 (deadline)	Vice-Chair	Submit proposed committee budgets to ACRL Office
September-October (BIS Dinner)	Chair	1. Schedule dinner 2. Send time, name, location, to ALA 3. Notify membership through newsletter

Date	Officer/Committee	Activity
Early October (deadline)	Officers & members	Submission of articles to BIS Newsletter
October	Chair	1. Arrange meeting schedules for Midwinter and Annual Conferences 2. Send BIS Advisory Council and ACRL Office copies of meeting schedules
November	Chair	Request agenda items for Midwinter Conference meetings (Advisory Council and Executive Committee) from appropriate committee chairs, members and officers
December	Chair	Submit agenda items to ACRL Executive Board

REQUIRED MEETINGS

When accepting an appointment to a Bibliographic Instruction Section committee, it is understood that the appointee is committed to attend both the Midwinter and Annual Conferences. The following is a list of the meetings for the next two years:

APPOINTEES, 1986/87 — Term begins after Annual Conference, New York, 1986, and ends after Annual Conference, San Francisco, 1987.

MUST ATTEND COMMITTEE MEETINGS AT:

Midwinter in Chicago, January 17-22, 1987
Annual Conference in San Francisco, June 27-July 2, 1987

APPOINTEES, 1986/88 — Term begins after Annual Conference, New York, 1986, and ends after Annual Conference, New Orleans, 1988.

MUST ATTEND COMMITTEE MEETINGS AT:

Midwinter in Chicago, January 17-22, 1987
Annual Conference in San Francisco, June 27-July 2, 1987
Midwinter in San Antonio, January 9-14, 1988
Annual Conference in New Orleans, July 9-14, 1988

RESPONSIBILITIES OF ACRL BIS OFFICERS AND COMMITTEES*

In addition to specific responsibilities outlined below, each participant in the work of the Bibliographic Instruction Section is encouraged to engage in the following activities:

ALL:

Contribute appropriate agenda items to Advisory Council or Executive Committee.
Monitor handbook for potential changes, additions, corrections, deletions to charges, responsibilities, bylaws, addresses, etc.
Submit news or other items to newsletter.
Attend specific BIS or other meetings at request of fellow officers or chairs.

CHAIR:

Submit meeting schedule requests to ALA Conference Arrangements Office.
Coordinate or delegate coordination for BIS dinner.
Participate in BIS Orientation Sessions.
Submit agenda items to ACRL Board of Directors (see ACRL Policy & Planning Procedures Manual for appropriate method of submission).
Attend ACRL Board of Directors Meetings as well as other appropriate ACRL/ALA Meetings.
Prepare and distribute agendas for Advisory Council and Executive Committee Meetings.
Conduct Advisory Council and Executive Committee Meetings.
Appoint ad hoc BIS Committees as necessary
Monitor all BIS projects via committee minutes and personal contact.
Serve on Miriam Dudley Bibliographic Instruction Librarian of the Year Award Committee.

VICE CHAIR/CHAIR-ELECT:

Appoint all committee members based upon existing vacancies; ACRL Office will provide a list of committee members and their status; Nominating and Conference Program Planning Committees should be appointed by August 1 (all other nominations by March 1). Appointments should provide for balanced representation in terms of gender, geography, experience, institutional affiliation; generally appointments are for two years with possible two year reappointments. Interns cannot have

*NOTE: Please refer to Master Calendar and Committee Charges for additional information.

VICE CHAIR/CHAIR-ELECT (CONT.):

previously served on a BIS committee and are appointed to one-year non-renewable positions; however, they may be appointed subsequently to any BIS committee as a regular member.

Recieve copies of all new committee member acceptance or reappointment forms and assure that this information is also forwarded to the ACRL Office, BIS Communication Committee Chair, and other appropriate individuals.

Solicit and submit section budget requests to ACRL Budget and Finance Committee at Midwinter.

Serve on ACRL Activity Section Council.

Serve on ACRL Program Planning Committee.

PAST CHAIR:

Serve on ACRL Nominating and Appointments Committee.

Chair Miriam Dudley Bibliographic Instruction Librarian of of the Year Award Committee.

Ensure committee chairs submit budget requests for reimbursement.

SECRETARY:

Record, prepare and distribute minutes of all Advisory Council and Executive Committee Meetings, indicating names of all attendees and substance of discussion/actions/announcements. Distribution includes all members of Advisory Council and ACRL Office.

Solicit, and maintain for archival purposes, copies of minutes and other relevant correspondence from all BIS committees.

Engage in Section correspondence with ACRL or other agencies as appropriate on behalf of Section.

Assume position of Chair of Communication Committee upon completion of term as Secretary.

MEMBERS-AT-LARGE:

All: Attend Advisory Council and Executive Committee Meetings; attend as many other BIS meetings as possible in order to understand and, therefore, represent overall concerns of Section.

1st Year: Serve as BIS representative to ACRL Board of Directors and as such attend their meetings.

2nd Year: Serve as BIS representative to ALA Instruction in the Use of Libraries committee and as such attend their meetings.

3rd Year: Serve as BIS liaison with the Library Instruction Round Table (LIRT) and as such attend their meetings.

COMMITTEES:

COMMITTEE CHAIRS:

General Activities:

Recommend to Vice Chair/Chair-Elect on prospective committee appointments and/or reappointments.
Recommend appropriate committee meeting schedule.
Establish agenda and conduct committee meetings; review minutes taken by intern.
Communicate with all committee members and intern, via mail or telephone, regarding on-going committee business as necessary between conferences.
Prepare and submit budget requests to Vice Chair/Chair-Elect; approve and submit reimbursement forms for all committee expenditures.
Attend Advisory Council Meetings and Orientation Sessions and report as appropriate.
Attend Executive Committee Meetings as appropriate.
Establish and maintain appropriate timetables for accomplishment of projects, tasks, etc.

Specific Activities

Each committee, because of its unique purpose and charge, will accumulate and share with subsequent members of the committee, any relevant historical information regarding committee processes and on-going as well as past activities. Insofar as possible information of historical value should be submitted in written form to the BIS Secretary for preservation in the ACRL BIS Archives.
In addition to the above, Chairs of the following Committees must assume specific responsibilities outlined below:

Communication

Update handbook on annual basis and distribute to all BIS Officers and Committee members.
Coordinate with Executive Committee any BIS press releases to publications such as C&RL News, Cognotes, etc.
Assist newsletter editor in gathering information by providing for liaisons with each BIS committee.
Remind committee chairs to send copies of previous minutes and other relevant information to new committee members immediately following their initial appointment.
Provide for planning and organization of all BIS Orientation sessions.

Conference Program Planning

Secure written agreements from speakers or other participants regarding expectations for program content, etc.
Arrange for speakers' unique needs, e.g., audio-visual equipment.
Compile pertinent bibliographies or other handouts to accompany programs.
Prepare program evaluation materials; share results with Executive Committee and subsequent Conference Program Planning Committees.

Nominating

Obtain list of all ACRL BIS members from the ACRL Office.
Solicit nomination suggestions from BIS Officers, Committee chairs, and other appropriate groups or individuals.
Prepare a slate of at least two nominees for each of the following offices: Vice Chair/Chair-Elect
Secretary
Member-at-Large
Submit slate to ACRL office no later than March 1.
Maintain list of past and potential nominees.

COMMITTEE MEMBERS

Attend BIS Orientation session at commencement of term of committee service.
Submit agenda items to Chair for meetings.
Participate in all meetings of committee.
Communicate as needed with Chair and other members between meetings regarding concerns.
Assume primary responsibility for certain activities or projects as appropriate.

INTERNS

Take minutes of committee meetings and submit to Chair and/or other members for review.
Assume other assignments as determined by needs of individual committees.

ALA/ACRL BIBLIOGRAPHIC INSTRUCTION SECTION CHART, 1986/87

Officers (Elected):

CHAIR (1986/87)_____Betsy Baker
VICE CHAIR/CHAIR-ELECT (1986/87)_____Barbara Wittkopf
PAST CHAIR (1986/87)_____Mary Reichel
SECRETARY (1986/87)_____Betsy Wilson

Executive Committee (Elected):

OFFICERS (see above), plus

MEMBERS-AT-LARGE:

1984-87_____Carolyn Dusenbury
1985-88_____Cerise Oberman
1986-89_____Patricia Arnott

Executive Committee (Ex-Officio):

Chair, Policy and Planning_____Ellen Broidy

Advisory Council:

MEMBERS OF EXECUTIVE COMMITTEE, see above

STANDING COMMITTEE CHAIRS (Appointed):

Clearinghouse (1986-88)_____Elizabeth Sibley
Communication (1986-87)_____James Hart
Computer Concerns (1986-87)_____David N. King
Continuing Education (1986-87)_____Karen Williams
Education for B.I. (1986-88)_____Ellen Meltzer
Policy and Planning (1986-87)_____Ellen Broidy
Research (1986-88)_____Sandra G. Yee

AD HOC COMMITTEE CHAIRS (Appointed):

Conference Program Planning--1987 (2 years)____Melanie Dodson
Conference Program Planning--1988 (2 years)_____Sara Penhale
Future of Bibliographic Instruction_____Joseph Boisse and Mary Ellen Larson
Miriam Dudley B.I. Librarian Award (1986-87)_____Mary Reichel
Nominating--1987 (2 years)_____Mary Ellen Larson
Nominating--1988 (2 years)_____Carolyn A. Kirkendall
Policy and Planning--Subcommittee on Long-Range Planning_____William Miller
Task Force on Model Statement of Objectives for Academic B.I. (1985-86)_____Lori Arp
Think Tank Publication/Editorial Advisory Board (life of the committee)_____Constance A. Mellon

EX OFFICIO:

Project LOEX_____Teresa Bungard

Newletter Editor _____Eugene Engeldinger

BIBLIOGRAPHIC INSTRUCTION SECTION (BIS)

To develop programs, both at ALA conferences and elsewhere, which meet membership needs and which explore the scope, nature, and problems of operating bibliographic instruction programs in academic libraries; to develop policy statements on bibliographic instruction as part of academic and research library services; to cooperate with Project LOEX, the national clearinghouse on academic bibliographic instruction; to explore methods of evaluating existing bibliographic instruction programs and materials and to suggest and promote needed research; and to cooperate with the ALA Instruction in the Use of Libraries Committee and other groups in areas of mutual interest.

BIBLIOGRAPHIC INSTRUCTION SECTION

EXECUTIVE COMMITTEE, 1986-87

CHAIR, 1986-87:

BAKER, Betsy, Bibliographic Instruction Services Librarian, Northwestern University Library, Evanston, IL 60201, (312) 491-7656.

VICE-CHAIR/CHAIR-ELECT, 1986-87:

WITTKOPF, Barbara J., Department of Reference and Bibliography, University of Florida Libraries, Gainesville, FL 32611, (904) 392-0361.

SECRETARY, 1986-87:

WILSON, Betsy, Assistant Undergraduate Librarian, University of Illinois at Urbana-Champaign, 1408 W. Gregory Drive, Urbana, IL 61801, (217) 333-1031.

REICHEL, Mary, Assistant University Librarian for Central Services, University Library, The University of Arizona, Tucson, AZ 85721, (602) 621-2101.

MEMBER-AT-LARGE, 1984-87:

DUSENBURY, Carolyn, Head, Reference Services, 110 Hayden Library, Arizona State University, Tempe, AZ 85287, (602) 965-5167.

MEMBER-AT-LARGE, 1985-88:

OBERMAN, Cerise, Reference and Research Services, Walter Library, University of Minnesota, Minneapolis, MN 55455, (612) 373-2826.

BIBLIOGRAPHIC INSTRUCTION SECTION

EXECUTIVE COMMITTEE, 1986-87

MEMBER-AT-LARGE, 1986-88:

ARNOTT, Patricia D., Coordinator of Bibliographic Instruction, University of Delaware Library, Newark, DE 19717-5267.

EX-OFFICIO: CHAIR, POLICY AND PLANNING COMMITTEE:

BROIDY, Ellen, Coordinator of Library Education Services, Main Library, University of California, Irvine, CA 92713, (714) 856-5694.

BIBLIOGRAPHIC INSTRUCTION SECTION

ADVISORY COUNCIL, 1986-87

Composed of the Executive Committee and chair of each BIS committee; to provide coordination of section activities, communication between committees, and advice to the Executive Committee.

CHAIR:

BAKER, Betsy, Bibliographic Instruction Services Librarian, Northwestern University Library, Evanston, IL 60201, (312) 491-7656.

MEMBERS:

ARNOTT, Patricia D., Coordinator of Bibliographic Instruction, University of Delaware Library, Newark, DE 19717-5267.

ARP, Lori, Auraria Library, Lawrence at 11th Street, Denver, CO 80204, (303) 556-2719.

BOISSE, Joseph, University Librarian, University of California, Santa Barbara, CA 93106.

BROIDY, Ellen, Coordinator of Library Education Services, Main Library, University of California, Irvine, CA 92713, (714) 856-5694.

DODSON, Melanie, Head, Social Science/Documents Center, New York University, Elmer Holmes Bobst Library, 70 Washington Square South, New York, NY 10012, (212) 598-7515.

DUSENBURY, Carolyn, Head, Reference Services, 110 Hayden Library, Arizona State University, Tempe, AZ 85287, (602) 965-5167.

ENGELDINGER, Eugene A., Head, Reference Librarian, McIntyre Library, UW-Eau Claire, Eau Claire, WI 54702, (715) 836-3626. (Newsletter Editor)

HART, James W., Reference Instruction Librarian, Langsam Library, University of Cincinnati, Cincinnati, OH 45221-0033, (513) 475-2411.

KING, David N., Graduate School of Library and Information Science, 410 David Kinley Hall, 1407 W. Gregory Drive, University of Illinois Urbana, IL 61801-3680, (217) 333-2306.

BIBLIOGRAPHIC INSTRUCTION SECTION

ADVISORY COUNCIL, 1986-87

KIRKENDALL, Carolyn, IMC Librarian, Eastern Michigan University, 487-0490.

LARSON, Mary Ellen, E105 Pattee Library, Penn State University, University Park, PA 16803, (814) 863-2898.

MELLON, Constance A., Department of Library and Information Studies, East Carolina University, Greenville, NC 27858, (919) 757-6621.

MELTZER, Ellen J., Head, Reference and Collection Development Section, Moffit Undergraduate Library, University of California, Berkeley, CA 94720, (415) 642-5070.

MILLER, William, Acting Dean of Libraries, Bowling Green State University Libraries, (419) 372-2857.

OBERMAN, Cerise, Reference and Research Services, Walter Library, University of Minnesota, Minneapolis, MN 55455, (612) 373-2826.

PENHALE, Sara J., Wildman Science Library, Earlham College, Richmond, IN 47374.

REICHEL, Mary, Assistant University Librarian for Central Services, University Library, The University of Arizona, Tucson, AZ 85721, (602) 621-2101.

SIBLEY, Elizabeth, Associate Librarian, Moffit Library, University of California, Berkeley, CA 94720, (415) 642-5070.

WILLIAMS, Karen, Assistant Library Instruction Librarian, University of Arizona, (606) 621-6414.

WILSON, Betsy, Assistant Undergraduate Librarian, University of Illinois at Urbana-Champaign, 1408 W. Gregory Drive, Urbana, IL 61801, (217) 333-1031.

WITTKOPF, Barbara J., Bibliographic Instruction Coordinator, University of Florida Libraries, Gainesville, FL 32811, (904) 392-0361.

BIBLIOGRAPHIC INSTRUCTION SECTION

ADVISORY COUNCIL, 1986-87

YEE, Sandra G., Assistant Dean, Media and Instructional Support Services, University Library, Eastern Michigan University, Ypsilanti, MI 48197, (313) 487-2220.

BIBLIOGRAPHIC INSTRUCTION SECTION

CLEARINGHOUSE (STANDING COMMITTEE), 1986-87

To promote the exchange of ideas and activities concerned with bibliographic instruction among bibliographic instruction clearinghouses of all types; to prepare an annual directory of bibliographic instruction clearinghouses; to promote cooperation among bibliographic instruction clearinghouses, including exchanges of material; and to provide a forum for reporting on the activities of individual clearinghouses at the ALA Conference and Midwinter Meetings.

CHAIR, 1986-87:

SIBLEY, Elizabeth, Associate Librarian, Moffit Library, University of California, Berkeley, CA 94720, (415) 642-5070.

MEMBERS:

1985-87:

BARBOUR, Wendell, Library Director, Christopher Newport College, (804) 599-7130.

McCARTHY, Constance, Assistant Head, Reference, Northwestern University, (312) 491-2169.

McCULLEY, Lucretia, Virginia Commonwealth University, Richmond, VA 23284, (804) 786-0823.

VAN ORSDOL, Mary, Humanities Reference Librarian, University of California, Irvine, Irvine, CA, (714) 856-6443.

1986-88:

KRATZ, Charles, Assistant Dean of Public Services, Hofstra University Library, 1000 Fulton Avenue, Hempstead, NY, 11550, (516) 560-5076.

LOWENTHAL, Ralph A., Instructor, Ohio State University Library, 1858 Neil Avenue, Columbus, OH 43224, (614) 292-0938.

MARGUTTI, Elizabeth, Public Services Librarian, Clemons Library, University of Virginia, Newcomb Station, Box 710, Charlottesville, VA 22904, (804) 924-7410.

WARD, James, Director of the Library, David Lipscomb College, Box 4146, Nashville, TN 37203, (615) 385-3855, Ext. 283.

BIBLIOGRAPHIC INSTRUCTION SECTION

CLEARINGHOUSE (STANDING COMMITTEE), 1986-87

WRIGHT, Joyce, Undergraduate Library, University of Illinois, 1408 W. Gregory Drive, Urbana, IL 61801, (217) 333-1031.

INTERN:

DAVIS, H. Scott, Head, Department of Library Instruction and Orientation, Cunningham Library, Indiana State University, Terre Haute, IN 47809, (812) 237-2604 or 2605.

COMMUNICATION COMMITTEE LIAISON:

RANDALL, Lynn E., Director of the LRC, The Berkeley School, Drawer F, Little Falls, NJ 07424, (201) 278-5400, Ext. 25.

BIBLIOGRAPHIC INSTRUCTION SECTION

COMMUNICATION (STANDING COMMITTEE), 1986-87

To facilitate communication of information about the Section and its activities to members through a newsletter; to produce annually a handbook as a resource for officers and committee members; to conduct regular orientation activities for prospective or new committee members; and to pursue other appropriate channels of communication outside as well as within the Section.

CHAIR, 1986-87

HART, James W., Reference Instruction Librarian, Langsam Library, University of Cincinnati, Cincinnati, OH 45221-0033, (513) 475-2411.

MEMBERS:

1985-87:

SNYDER, Lise, Reference Librarian, College Library, UCLA, (213) 825-2138.

1986-87:

ZAPOROZHETZ, Laurene E., Chair, Information Services, Jerome Library, Bowling Green State University, Bowling Green, OH 43403, (419) 372-2362.

1986-88:

BEVILACQUA, Ann, Reference Division, Bobst Library, New York University, 70 Washington Square South, New York, NY 10012, (212) 598-3024.

ENGELDINGER, Eugene A., Head, Reference Librarian, McIntyre Library, UW-Eau Claire, Eau Claire, WI 54702, (715) 836-3626. (Editor, BIS Newsletter)

HENSLEY, Randall B., Bibliographic Instruction Coordinator/UW Libraries, University of Washington OUGL-DF-10, Seattle, WA 98195, (206) 543-2060.

RANDALL, Lynn E., Director of the LRC, The Berkeley School, Drawer F, Little Falls, NJ 07424, (201) 278-5400, Ext. 25.

RICHER, Linda, 1740 Liberty Street, Apt. 1, El Cerrito, CA 94530, (415) 237-5547.

BIBLIOGRAPHIC INSTRUCTION SECTION

COMMUNICATION (STANDING COMMITTEE), 1986-87

ROSE, Robert, Library, Penn State-Behrend College, Station Road, Erie, PA 16563, (814) 898-6106.

SNAVELY, Loanne, Associate Reference Librarian, Bertrand Library, Bucknell University, Lewisburg, PA 17837, (717) 524-1462.

WERNER, Leslie A., SUNY Buffalo, Office of the Director, 432 Capen Hall, Buffalo, NY 14260, (716) 636-2965.

INTERN:

BHULLAR, Pushpajit (Goodie), Bibliographic Instruction Coordinator, Ellis Library, University of Missouri, Columbia, MO 65201-5149, (314) 882-4692.

BIBLIOGRAPHIC INSTRUCTION SECTION

COMPUTER CONCERNS (STANDING COMMITTEE), 1986-87

To facilitate and promote the use of computers in bibliographic instruction; to act as a resource and information sharing vehicle for those involved in bibliographic instruction which either utilizes computers as teaching tools or teaches the use of computer-based information systems. Principal areas of interest include: online catalogs, online database searching, computer-assisted-instruction (CAI), end-user searching of online information resources.

CHAIR, 1986-87:

KING, David N., Graduate School of Library and Information Science, 410 David Kinley Hall, 1407 W. Gregory Drive, University of Illinois, Urbana, IL 61801-3680, (217) 333-2306.

MEMBERS:

1985-87:

ALLEN, Nancy, Assistant Director for Public Services, 134 Purdy Library, Wayne State University, Detroit, MI 48202, (313) 577-4033.

ARNOTT, Patricia D., Coordinator, Bibliographic Instruction, University of Delaware Library, (302) 738-2965.

HAMILTON, Dennis Clark, Cataloging Department, University of California, (805) 961-3671.

HOGAN, Eddy, Assistant Librarian, General Reference Department, Main Library, University of California, Berkeley, CA 94720.

MADER, Sharon B., Information Retrieval Librarian, Reference Department, Memphis State University Libraries, (901) 454-2208.

NASLUND, Cheryl T., Assistant Librarian, Kresge Library, Dartmouth College, Hanover, NH 03755, (603) 646-3564.

1986-88:

CROOKS, Jim, Coordinator, Online Search Services, 302 Hatcher Undergraduate Library, The University of Michigan Library, Ann Arbor, MI 48109-1205, (313) 764-9375.

BIBLIOGRAPHIC INSTRUCTION SECTION

COMPUTER CONCERNS (STANDING COMMITTEE), 1986-87

DODSON, Melanie A., Head, Social Science/Documents Center, New York University, Bobst Library, 70 Washington Square South, New York, NY 10012, (212) 598-7515.

ENGELBRECHT, Pamela N., Assistant General Reference Librarian, Newman Library, Virginia Polytechnic Institute and State University, Blacksburg, VA 24061, (703) 961-5069.

O'HANLON, Nancy, Reference Librarian, Undergraduate Library, Ohio State University, 1813 N. High Street, Columbus, OH 43210, (614) 422-2075 or 422-4496.

PENHALE, Sara, Science Librarian, Wildman Science Library, Earlham College, Richmond, IN 47374, (312) 962-6561, Ext. 245.

ROBERTS, Sally M., Reference Department, Northwestern University Library, 1935 Sheridan Road, Evanston, IL 60201, (312) 491-2168.

INTERN:

TAYLOR, William R., Coordinator of Reference Services, Walker Management Library, Vanderbilt University, 401 21st Avenue South, Nashville, TN 37240-0003, (615) 322-2970.

COMMUNICATION COMMITTEE LIAISON:

SNYDER, Lise, Reference Librarian, College Library, UCLA, (213) 825-2138.

BIBLIOGRAPHIC INSTRUCTION SECTION

CONFERENCE PROGRAM PLANNING, SAN FRANCISCO, 1987 (AD HOC COMMITTEE)

CHAIR:

DODSON, Melanie, Head, Social Science/Documents Center, New York University, Elmer Holmes Bobst Library, 70 Washington Square South, New York, NY 10012, (212) 598-7515.

MEMBERS:

COURTOIS, Martin, Head, Reference Department, University Library, Illinois Institute of Technology, Galvin Library, 3300 South Federal Street, Chicago, IL 60616, (312) 567-3355.

CUBBAGE, Charlotte, Management Reference Librarian, Northwestern University Library, Evanston, IL 60201, (312) 491-2889 or 491-7656.

KING, David N., Graduate School of Library and Information Science, 410 David Kinley Hall, 1407 West Gregory Drive, University of Illinois, Urbana, IL 61801-3680.

SAGER, Harvey M., Instructional Services Librarian, Arizona State University Libraries, Tempe, AZ 85287, (602) 965-3518.

SANDORE, Beth, 220 Main Library, 1408 W. Gregory Drive, University of Illinois, Urbana, IL 61801, (217) 333-2592.

STRAUSS, Diane, Head, Business Administration/Social Science Reference, Davis Library, 080A, University of North Carolina, Chapel Hill, NC 27514, (919) 962-1151.

WELLS, Margaret, Head, Bibliographic Instruction, Undergraduate Library, Capen Hall, SUNY Buffalo, Buffalo, N.Y. 14260, (716) 636-2943.

COMMUNICATION COMMITTEE LIAISON:

ROSE, Robert, Head, General Reference, San Diego State University Library, San Diego, CA 92182-0511, (619) 265-5954.

BIBLIOGRAPHIC INSTRUCTION SECTION

CONFERENCE PROGRAM PLANNING, NEW ORLEANS, 1988 (AD HOC COMMITTEE)

CHAIR:

PENHALE, Sara, J., Science Librarian, Wildman Science Library, Earlham College, Richmond, IN 47374, (317) 962-6561, Ext. 245.

MEMBERS:

AHMAD, Carol, Assistant Director for Public Services, Otto G. Richter Library, University of Miami, P.O. Box 248214, Coral Gables, FL 33124, (305) 284-3551.

BRANCH, Katherine, Access Librarian, Welch Medical Library, Johns Hopkins University, 1900 East Monument Street, Baltimore, MD 21205, (301) 955-3418.

COLEMAN, Paul, North Adams State College Library, Church Street, North Adams, MA 01247-2004, (413) 664-4511, Ext. 321.

EVANS, Anita, Reference, Michigan State University, East Lansing, MI 48824-1048, (517) 355-5081.

GRASSIAN, Esther, Reference/Instruction Librarian, College Library, University of California, Los Angeles, CA 90024, (213) 825-2138 or 825-1938.

OSEGUEDA, Laura, Reference, D.H. Hill Library, North Carolina State University, P.O. Box 7111, Raleigh, NC 27650-7111, (919) 737-2935.

COMMUNICATION COMMITTEE LIAISON:

ROSE, Robert, Head, General Reference, San Diego State University Library, San Diego, CA 92182-0511, (619) 265-5954.

BIBLIOGRAPHIC INSTRUCTION SECTION

CONTINUING EDUCATION (STANDING COMMITTEE), 1986-87

To study and review the educational needs of librarians working in the area of bibliographic instruction; to gather and disseminate to the Executive Committee information about continuing education in the field of academic bibliographic instruction; to suggest and encourage cpportunities for continuing education in academic bibliographic instruction; to provide for continuing education in the area of academic bibliographic instruction; to cooperate with the ACRL Continuing Education Committee; and to assist ACRL chapters, upon request, in developing programs on academic bibliographic instruction.

CHAIR, 1986-87:

WILLIAMS, Karen, Assistant Library Instruction Librarian, University of Arizona, (602) 621-6414.

MEMBERS:

1985-87:

COXE, Nancy, Reference Librarian/BI Coordinator, Gelman Library, 2130 H Street, NW, Washington, DC 20052, (202) 676-6047.

FIELDS, Carolyn B., Reference Librarian, Library-General Reference, San Diego State University, San Diego, CA 92182-0511, (619) 265-6875.

FINEMAN, Michael, Science Reference Librarian, University of California, Irvine, Library-Reference, Irvine, CA 92713, (714) 856-6970.

SCHATZ, Cindy A., Online Search Specialist, Countway Library of Medicine, Harvard University, 10 Shattuck Street, Boston, MA 02115, (617) 732-2134.

1986-88:

CAIN, Melissa, Head, Humanities Reference, Davis Library, University of North Carolina, Chapel Hill, NC 27514, (919) 962-1356.

GRATCH, Bonnie, Head/Coordinator of Reference, Jerome Library, Bowling Green State University, Bowling Green, OH 43403, (419) 372-7899.

KEMP, Barbara, Head Humanities/Social Sciences, Washington State University Libraries, Pullman, WA 99164-5610, 335-2691.

BIBLIOGRAPHIC INSTRUCTION SECTION

CONTINUING EDUCATION (STANDING COMMITTEE), 1986-87

OLSON, Cathy C., Head of Circulation, Loyola University of Chicago, Lake Shore Campus, Chicago, IL 60626, (312) 508-2674.

INTERN:

SANDERS, Lou Helen, Assistant Professor of Library Science/ Assistant Librarian, Henry T. Sampson Library, Jackson State University, 1825 J.R. Lynch Street, Jackson, MS 39217, (601) 968-2123.

COMMUNICATION COMMITTEE LIAISON:

ZAPOROZHETZ, Laurene E., Chair, Information Services, Jerome Library, Bowling Green State University, Bowling Green, OH 43403, (419) 372-2362.

BIBLIOGRAPHIC INSTRUCTION SECTION

EDUCATION FOR BIBLIOGRAPHIC INSTRUCTION (STANDING COMMITTEE), 1986-87

CHAIR, 1986-87:

MELTZER, Ellen J., Head, Reference and Collection Development Section, Moffit Undergraduate Library, University of California, Berkeley, CA 94720, (415) 642-5070.

MEMBERS:

1986-87:

GARRETT, Paula, Librarian, Rice University, Fondren Library Reference Department, P.O. Box 1892, Houston, TX 77251-1892, (713) 527-8101, Ext. 2279.

1985-87:

DONAHUE, Thomas J., Reference Department, Pullen Library, Georgia State University, Atlanta, GA 30303, (404) 658-2185.

POWELL, Ronald R., Associate Professor, Department of Information Science, 111 Stewart Hall, Columbia, MO 65211, (314) 882-4044.

ROBINSON, Perry Anne, Reference Librarian, Cluster Undergraduate Library, C-075-D, University of California, San Diego, La Jolla, CA 92093, (619) 534-1210.

UYEHARA, Harry Y., Dean, Learning Resources, University of Guam, (671) 734-2482.

VAN PULIS, Noelle, Systems Librarian, Ohio State University, (614) 422-6151.

1986-88:

HALE, Martha, School of Library and Information Management, Emporia State University, Emporia, KS 66801, (316) 343-1200.

VAN DER LANN, Sharon, Reference Librarian, Zumberge Library, Grand Valley State College, Allendale, MI 49401 (616) 895-3252.

BIBLIOGRAPHIC INSTRUCTION SECTION

EDUCATION FOR BIBLIOGRAPHIC INSTRUCTION (STANDING COMMITTEE), 1986-87

WEBRECK, Susan, Coordinator of Graduate Student Research, School of Library Science, The University of Michigan, 580 Union Drive, Ann Arbor, MI 48109, (313) 763-2281.

INTERN:

MUROI, Linda, Reference Librarian, San Diego State University Library, San Diego, CA 92182-0511, (619) 229-2554.

COMMUNICATION COMMITTEE LIAISON:

HENSLEY, Randall B., Bibliographic Instruction Coordinator/UW Libraries, University of Washington OUGL,DF-10, Seattle, WA 98195, (206) 543-2060.

BIBLIOGRAPHIC INSTRUCTION SECTION

FUTURE OF BIBLIOGRAPHIC INSTRUCTION (AD HOC COMMITTEE)

CO-CHAIR:

BOISSE, Joseph, University Librarian, University of California, Santa Barbara, CA 93106.

CO-CHAIR:

LARSON, Mary Ellen, E105 Pattee Library, Penn State University, University Park, PA 16803, (814) 863-2898.

MEMBERS:

BROIDY, Ellen, Coordinator of Library Education Services, Main Library, University of California, Irvine, CA 92715, (714) 856-5694.

COLLINS III., John W., Librarian, Monroe C. Gutman Library, Harvard Graduate School of Education, 6 Appian Way, Cambridge, MA 02138, (617) 495-4225.

DUSENBURY, Carolyn, Head of Reference Service, 110 Hayden Library, Arizona State University, Tempe, AZ 85287, (602) 965-5167.

KENNEY, Donald J., Head, General Reference Department, University Libraries, Virginia Polytechnic Inst. and State University, Blacksburg, VA 24061, (703) 961-5069.

MORRIS, Jacqueline, College Librarian, Occidental College, Los Angeles, CA 90041, (213) 259-2671.

BIBLIOGRAPHIC INSTRUCTION SECTION

MIRIAM DUDLEY BIBLIOGRAPHIC INSTRUCTION LIBRARIAN OF THE YEAR AWARD (AD HOC COMMITTEE) 1986-87

CHAIR:

REICHEL, Mary, Assistant University Librarian for Central Services, University Library, University of Arizona, Tucson, AZ 85721, (602) 621-2101.

MEMBERS:

1986-87:

FORMAN, Jack, Mesa College Library, 7250 Mesa College Drive, San Diego 92111, (619) 560-2695.

SOMMER, Deborah, Bibliographic Instruction Coordinator, Reference Department, Main Library, University of Georgia, Athens, GA 30602, (404) 542-8460.

1986-88:

BAKER, Betsy, Northwestern University Library, Evanston, IL 60201, (312) 491-2174.

BRIL, Patricia, Collection Development Officer, California State University Library, P.O. Box 4150, Fullerton, CA 92634, (714) 773-3852.

KIRK, Thomas, Hutchins Library, Berea College, Berea, KY 40404, (606) 986-9341, Ext. 289.

KIRKENDALL, Carolyn, IMC Librarian, Eastern Michigan University, Ypsilanti, MI 48197, (313) 487-0490.

INTERN:

SANDORE, Beth, Automated Systems, University of Illinois, Urbana, 1408 W. Gregory Drive, Urbana, IL 61801.

COMMUNICATION COMMITTEE LIAISON:

RANDALL, Lynn E., Director of the LRC, The Berkeley School, Drawer F, Little Falls, NJ 07424, (201) 278-5400, Ext. 25.

BIBLIOGRAPHIC INSTRUCTION SECTION

NEWSLETTER EDITOR, 1986-87

ENGELDINGER, Eugene A., Head, Reference Librarian, McIntyre Library, UW-Eau Claire, Eau Claire, WI 54702, (715) 836-3626. (Editor, BIS Newsletter)

BIBLIOGRAPHIC INSTRUCTION SECTION

NOMINATING COMMITTEE 1987 ELECTIONS (AD HOC COMMITTEE)

CHAIR:

LARSON, Mary Ellen, Senior Assistant Librarian, General Reference Section, Pennsylvania State University Libraries, University Park, PA 16802.

MEMBERS:

BOISSE, Joseph, University Librarian, University of California, Santa Barbara, CA 93106.

KIRKENDALL, Carolyn A., IMC Librarian, Eastern Michigan University, (313) 487-0490.

BIBLIOGRAPHIC INSTRUCTION SECTION

NOMINATING COMMITTEE 1988 ELECTIONS (AD HOC COMMITTEE)

CHAIR:

KIRKENDALL, Carolyn, IMC Librarian, Eastern Michigan University, (313) 487-0490.

MEMBERS:

FATZER, Jill. Assistant Director for Main Library, Public Services, Ohio State University Library, 1858 Neil Ave., Columbus, OH 43210, (614) 422-6151.

HAGLE, Claudette. Director of Public Services, William A. Blakley Library, University of Dallas, Irving, TX 75062, (214) 721-5350.

TALAR, Sister Anita. Reference Librarian, Seton Hall University, McLaughlin Library, 400 S. Orange Ave., South Orange, NJ 07079, (201) 761-9434.

BIBLIOGRAPHIC INSTRUCTION SECTION

POLICY AND PLANNING (STANDING COMMITTEE), 1986-87

To make recommendations to the Executive Committee for action and direction for the Section; to develop for consideration by the Executive Committee policy statements on the guidelines for bibliographic instruction as part of academic and research library services, to review periodically the bylaws and committee charges to ensure that they reflect the aims and activities of the Section.

CHAIR, 1986-87:

BROIDY, Ellen, Coordinator of Library Education Services, Main Library, University of California, Irvine, CA 92713, (714) 856-5694.

MEMBERS:

1985-87:

CUBBAGE, Charlotte, Management Reference Librarian, Northwestern University Library, Evanston, IL 60201, (312) 491-2889.

FARBER, Evan Ira, Librarian, Earlham College, Richmond, IN 47374, (317) 962-6561, Ext. 360.

FOLEY, Patricia H., Head-Business Library, Phillips Hall, University of Iowa, Iowa City, IA 52242, (319) 353-5803.

KENNEY, Donald J., Head, General Reference Department, University Libraries, Virginia Polytechnic Institute and State University, Blacksburg, VA 24061, (703) 961-5069.

OSEGUEDA, Laura, D.H. Hill Library, North Carolina State University, (919) 737-2935.

VARCA, Susan, Head, Library Instructional Services, Arizona State University Libraries, Hayden Library, Tempe, AZ 85287, (602) 965-3518.

1986-88:

GRASSIAN, Esther, Reference Librarian, College Library, 236A Powell Library Building, University of California, Los Angeles, CA 90024, (213) 825-2138 or 825-1938.

HOFFMAN, Irene, Library Instruction Coordinator, CSU-Los Angeles, JFK Memorial Library, 5151 State University Drive, Los Angeles, CA 90032, (213) 224-2251.

BIBLIOGRAPHIC INSTRUCTION SECTION

POLICY AND PLANNING (STANDING COMMITTEE), 1986-87

RENFORD, Beverly L., Reference/Instructional Librarian, Biomedical Library C-075-B, University of California, San Diego, La Jolla, CA 92093, (619) 452-3255.

STIRLING, Isabel A., Head, Science Library, University of Oregon, Eugene, OR 97403, (503) 686-3075.

EX-OFFICIO: PAST CHAIR:

REICHEL, Mary, Assistant University Librarian for Central Services, University Library, The University of Arizona, Tucson, AZ 85721, (602) 621-2101.

INTERN:

ALBRITTON, Rosie L., Assistant-to-the-Director, Ellis Library, University of Missouri-Columbia, Columbia, MO 65201, (314) 882-4701.

COMMUNICATION COMMITTEE LIAISON:

SNYDER, Lise, Reference Librarian, College Library, UCLA, (213) 825-2138.

BIBLIOGRAPHIC INSTRUCTION SECTION

POLICY AND PLANNING COMMITTEE-SUBCOMMITTEE ON LONG-RANGE PLANNING (AD HOC), 1986-87

CHAIR:

MILLER, William, Acting Dean of Libraries, Bowling Green State University Libraries, (419) 372-2857.

MEMBERS:

BRANCH, Katherine, Access Librarian, Welch Medical Library, 1900 East Monument Street, Baltimore, MD 21205, (301) 955-3596.

BROIDY, Ellen, Coordinator of Library Education Services, Main Library, University of California, Irvine, CA 92713, (714) 856-5694.

DUSENBURY, Carolyn, Head of Reference Service, 110 Hayden Library, Arizona State University, (602) 965-5167.

LAIDLAW, Sheila, University Librarian, University of New Brunswick, Box 7500, Fredericton, New Brunswick, Canada, E3B 5H5, (506) 453-4740.

REICHEL, Mary, Assistant University Librarian for Central Services, University Library, University of Arizona, Tucson, AZ 85721, (602) 621-2101.

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COMMUNICATION COMMITTEE LIAISON:

SNYDER, Lise, Reference Librarian, College Library, UCLA, (213) 825-2138.

BIBLIOGRAPHIC INSTRUCTION SECTION

RESEARCH (STANDING COMMITTEE), 1986-87

To identify areas where research is needed on bibliographic instruction; to facilitate that research in any way possible; to desseminate the results of research on bibliographic instruction via programs and publications; to serve as an information source regarding bibliographic instruction research to interested groups outside the field of librarianship.

CHAIR, 1986-87:

YEE, Sandra G., Assistant Dean, Media and Instructional Support Services, University Library, Eastern Michigan University, Ypsilanti, MI 48197, (313) 487-2220.

MEMBERS:

1985-87:

PASK, Judith M., Head, Reference Department, Undergraduate Library, Purdue University, West Lafayette, IN 47907, (317) 494-6735.

WARE, Susan, Senior Assistant Librarian, Penn State University, Delaware County Campus, Media, PA 19063, (215) 565-3300.

WILSON, Betsy, Assistant Undergraduate Librarian, University of Illinois at Urbana-Champaign, 1408 W. Gregory Drive, Urbana, IL 61801, (217) 333-1031.

1986-88:

DAVIS, Luella, Reference Department, Emory University, Robert W. Woodruff Library, Atlanta, GA 30022, (404) 727-0146.

McADAM, Barbara, Head, Undergraduate Library, The University of Michigan, Ann Arbor, MI 48109-1185, (313) 763-5084.

PERRY, Susan, Head Librarian, J. Henry Meyer Memorial Library, Stanford University Libraries, Stanford, CA 94305, (415) 725-1176.

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RESEARCH (STANDING COMMITTEE), 1986-87

REAM, Dan, Head of Information Services, Cabell Library, Box 2033, Virginia Commonwealth University, 901 Park Avenue, Richmond, VA 23284, (804) 257-6545.

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INTERN:

WERRELL, Emily, Reference/Instructional Services Librarian, Steely Library, Northern Kentucky University, Highland Heights, KY 41076, (606) 572-6335.

COMMUNICATION COMMITTEE LIAISON:

WERNER, Leslie A. SUNY Buffalo, Office of the Director, 432 Capen Hall, Buffalo, NY 14260, (716) 636-2965.

BIBLIOGRAPHIC INSTRUCTION SECTION

TASK FORCE ON MODEL STATEMENT OF OBJECTIVES (AD HOC), 1986-87

CHAIR, 1986-87:

ARP, Lori, Auraria Library, Lawrence at 11th Street, Denver, CO 80204, (303) 556-2719.

MEMBERS:

1986-88:

BEATON, Barbara, Assistant Reference Librarian, Memorial Library, Marquette University, 1415 West Wisconsin Avenue, Milwaukee, WI 53233, (414) 224-7599.

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GINN, David S., Reference Librarian, Library of the Health Sciences, University of Illinois at Chicago, (213) 996-8993.

PERSON, Roland, Assistant Undergraduate Librarian, Southern Illinois University, Carbondale, IL 62901, (618) 453-2818.

RICE, Jan L., Librarian II, Washington State University Libraries, (509) 335-2691.

WOODWARD, Beth S., Reference Librarian, University of Illinois, 300 Library, 1408 West Gregory, Urbana, IL 61801, (217) 333-1900.

COMMUNICATION COMMITTEE LIAISON:

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BIBLIOGRAPHIC INSTRUCTION SECTION

THINK TANK PUBLICATION/EDITORIAL ADVISORY BOARD

EDITOR/CHAIR, 1986-87:

MELLON, Constance A., Department of Library and Information Studies, East Carolina University, Greenville, NC 27858, (919) 757-6621.

MEMBERS:

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PASTINE, Maureen D., Director of Libraries, Washington State University, Pullman, WA 99164-5610, (509) 335-4557.

PHIPPS, Shelley E., University of Arizona, (602) 621-6394.

REICHEL, Mary, Assistant University Librarian for Central Services, University Library, University of Arizona, Tucson, AZ 85721, (602) 621-2101.

SAJDAK, Bruce T., Reference Librarian, Smith College, (413) 584-2700, Ext. 501.

STOFFLE, Carla J., Assistant Chancellor for Educational Services, University of Wisconsin-Parkside, Wood Road, Kenosha, WI 53141, (414) 553-2598.

COMMUNICATION COMMITTEE LIAISON:

HENSLEY, Randall B., Bibliographic Instruction Coordinator/UW Libraries, University of Washington OUGL,DF-10, Seattle, WA 98195, (206) 543-2060.

ACRL/BIBLIOGRAPHIC INSTRUCTION SECTION--PROGRAMS

June 27, 1978 - Chicago
"The politics of library instruction." -- Mimi Dudley, presiding.
Panelists:
Alan E. Guskin, Chancellor, Univ. of Wisconsin-Parkside
Connie R. Dunlap, Duke Univ.
Anne Roberts, State Univ. of New York, Albany
Roundtable discussion groups by type and size of institution, followed by reactor panel.

June 26, 1979 - Dallas
"Grantsmanship for bibliographic instruction" -- Sheila Laidlaw, Chair.
Speakers:
Donald Clark, College of Education, Texas A&M, "So you want a funded study?"
Hannelore Rader, "Successful proposals for successful projects"
Nancy E. Gwinn, Council on Library Resources, "Academic libraries and the educational process"

July 1, 1980 - New York City
"Learning theory in action: applications in bibliographic instruction"
Speakers:
Sharon Rogers, "Theoretical designs..."
Cerise Oberman, "Petals around a rose: abstract reasoning and bibliographic instruction"
Workshop following--applying learning theory.

June 28, 1981 - San Francisco
"Will bibliographic instruction survive the online age?"
Panel moderator:
Beth Shapiro
Panelists:
Brian Nielson, Northwestern Univ., "Teacher or intermediary: alternative professional models in the information age"
Kristin McDonough, Baruch College (NY), "Teaching the fourth R: research techniques"
Nancy Fjallbrant, Chalmers Univ. of Technology, Goteberg, Sweden, "User education and the role of the academic library"

July 11, 1982 - Philadelphia
"Back to the books: BI and the theory of information sources"
Panelists:
Patrick Wilson, Library School, Univ. of Calif., Berkeley, "Pragmatic bibliography"
Fran Hopkins, "Practical applications of pragmatic bibliography"
Conrad Raswski, Library School, Case Western Reserve, "Nature of literatures: a synergetic attempt"
Tom Kirk, "Comments on nature of literature"

June 26, 1983 - Los Angeles
"The research process: implications for bibliographic instruction"
Presiding:
Carolyn Dusenbury
Speakers:
Michael Mullin, Dept. of English, U. of Illinois, "Research and research libraries"
Keith Russell, Council of Library Resources, "The information-seeking strategies of scientists: factors that influence effectiveness"
David King, Texas Medical Center Library, Houston, "BI for research and information management"

June 26, 1984 - Dallas
"Bibliographic instruction: a catalyst for change"
Moderator:
David King - Texas Medical Center Library, Houston
Speakers:
Joseph Boisse, Univ. of Calif., Santa Barbara, "New educational roles for academic libraries"
Millicent Abell, Univ. of Calif., San Diego, "Using technology as change agent"
Charles McClure, Library School, Univ. of Oklahoma, "Planning for new educational roles in academic libraries"
Maureen Pastine--summary/reaction.

July 9, 1985 - Chicago

"Educating the Users of Online Catalogs: Administrative issues, research concerns, and practical applications" -- Thomas F. McNally, Chair

Speakers:

Brigid Welch, Univ. of Houston, "Instructional issues involved in setting up an online catalog"

Brian Nielsen, Northwestern Univ., "Research using diagnostics of the user interface, using transaction logs"

Betsy Baker, Northwestern Univ., "Broadening online catalog user education beyond the confines of a single tool"

William Miller, BIS Chair, Bowling Green Univ., "Reacting to the issues presented"

June 28-July 3, 1986 - New York City

"A Critical Look Back as we Leap into the Future"

June 29, 1986 - New York City

"Bibliographic Instruction for the Future: A Critical Look as We Leap"

Moderator:

Claudette Hagle, University of Dallas

Speakers:

Carla J. Stoffle, Univ. of Michigan, "Facing the Future with a View of the Past"

Patricia D. Arnott, Univ. of Delaware, "Harnessing Today's Technology: A Computer Assisted Instruction Approach"

Thomas T. Surprenant, Queens College, "Three Senarios for the Future"

ACRL BIBLIOGRAPHIC INSTRUCTION SECTION CHAIRS

Sheila Laidlaw, 1978-79

Sharon Hogan, 1979-80

Sharon Rogers, 1980-81

Shelley Phipps, 1981-82

Anne Roberts, 1982-83

Maureen Pastine, 1983-84

William Miller, 1984-85

Mary Reichel, 1985-86

Betsy Baker, 1986-87

ACRL BIBLIOGRAPHIC INSTRUCTION SECTION PUBLICATIONS

Annotated Bibliography on Bibliographic Instruction: In Junior and Community Colleges (2p., $.25); For Undergraduates (3p., $.35); For Graduate Students (3p., $.35); In Schools (5p., $.60) In Public Libraries (2p., $.25). ACRL B.I. Task Force. Thomas Kirk, Box #-72A, Earlham College, Richmond, IN 47374.

Back to the Books: Bibliographic Instruction and the Theory of Information Sources (1983). Papers presented at the Bibliographic Instruction Section program at the 1982 ALA Annual Conference. Edited by Ross Atkinson, 76p. ISBN 0-8389-6587-3. $12 for ACRL members, $15 for non-members.

BI Dissertation List - A list of doctoral dissertations relating to bibliographic instruction, compiled by the ACRL Bibliographic Instruction Section's Research Committee, has appeared in the Summer and Fall 1984 issues of Research Strategies. The list is retrospective to 1929. If you are aware of a dissertation that was missed, write to John Collins, Graduate School of Education, Gutman Library, Harvard University, 6 Appian Way, Cambridge, MA 02138.

Bibliographic Competencies for Education Students (1981). Prepared by the Education and Behavioral Sciences Section Bibliographic Instruction for Educators Committee. Provides examples of a wide range of educational bibliographic sources, and presents a basic rationale for the use of the given examples. (C&RL News, July/August 1981, in non-tabular form.) Free.

The Bibliographic Instruction Clearinghouse: A Practical Guide (1984). A guide to establishing a clearinghouse. 71p. ISBN 0-8389-6775-2. $9 For ACRL members, $12 for non-members.

Bibliographic Instruction Handbook (1979). Prepared by the ACRL Bibliographic Instruction Task Force (1971-77) and the Policy and Planning Committee of the ACRL Bibliographic Instruction Section (1977-1979). 68p. $7 for ACRL members, $10 for non-members.

Directory of Information Sources for Library Instruction. 7p. $1. ACRL BI Task Force.

Evaluating Bibliographic Instruction: A Handbook (1983). Prepared by the ACRL Bibliographic Instruction Section's Subcommittee on Evaluation. ISBN 0-8389-6608-X. $13 for ACRL members, $17 for non-members.

Guidelines for Bibliographic Instruction in Academic Libraries. (C&RL News, April 1977).

Library Instruction Clearinghouses 1984: A Directory (1984). This directory revises and updates Library Instruction Clearinghouses: A Directory 1983. This revision is by Rochelle Sager, Adelphi University. $4.50 for ACRL members, $5.50 for non-members.

Organizing and Managing a Library Instruction Program: Checklists (1979). Prepared by the ACRL Bibliographic Instruction Section's Continuing Education Committee. 32p. $3 for ACRL members, $4 for non-members.

Petals Around a Rose: Abstract Reasoning and Bibliographic Instruction (1981). Paper presented by Cerise Oberman in the Program "Learning Theory in Action: Applications in Bibliographic Instruction." Sponsored by the Bibliographic Instruction Section and the Community and Junior College Libraries Section's Instruction and Use Committee, ACRL. 23p. $4 for ACRL members, $5 for non-members.

Problems With Evaluating Library Instruction (1976). Panel discussion from the 6th Annual Conference on Library Orientation for Academic Libraries, Eastern Michigan University. Audiocassette. 60 minutes. $6.50.

Toward Guidelines for Bibliographic Instruction in Academic Libraries. (C&RL News, May 1975). Pgs. 137-139. ACRL, BI Task Force.

BIBLIOGRAPHIC INSTRUCTION SECTION

ALPHABETICAL LISTING OF COMMITTEE MEMBERS, 1986-87

AHMAD, Carol (Conference Program Planning, New Orleans, 1988).

ALBRITTON, Rosie L. (Intern, Policy and Planning).

ALLEN, Nancy (Computer Concerns).

ARNOTT, Patricia D. (Member-at-Large; Computer Concerns).

ARP, Lori (Chair, Task Force on Model Statement).

BAKER, Betsy (Chair, BIS; Miriam Dudley BI Librarian of the Year Award).

BARBOUR, Wendell (Clearinghouse).

BEATON, Barbara (Task Force on Model Statement).

BEVILACQUA, Ann (Communication).

BOISSE, Joseph (Co-chair, Future of Bibliographic Instruction; Nominating Committee 1987 Elections; Task Force on Model Statement).

BRANCH, Katharine (Policy and Planning-Long Range Planning Subcommittee; Conference Program Planning, New Orleans, 1988).

BRIL, Patricia L. (Miriam Dudley BI Librarian of the Year Award).

BROIDY, Ellen (Future of Bibliographic Instruction; Chair, Policy and Planning; Policy and Planning-Long Range Planning Subcommittee; Ex-Officio: Chair, Policy and Planning Committee).

BHULLAR, (Goodie) Pushpajit (Intern, Communication).

CAIN, Melissa (Continuing Education).

COLEMAN, Paul (Conference Program Planning, New Orleans, 1988).

COLLINS III, John W. (Future of Bibliographic Instruction).

COURTOIS, Martin (Conference Program Planning, San Francisco, 1987).

COXE, Nancy E. (Continuing Education).

CROOKS, Jim (Computer Concerns).

CUBBAGE, Charlotte (Conference Program Planning, San Francisco, 1987; Policy and Planning).

CZISNY, Julie (Task Force on Model Statement).

DAVIS, H. Scott (Intern, Clearinghouse).

DAVIS, Luella (Research).

DODSON, Melanie A. (Chair, Conference Program Planning, San Francisco, 1987; Computer Concerns).

DONAHUE, Thomas J. (Education for Bibliographic Instruction).

DUSENBURY, Carolyn (Member-at-Large, Future of Bibliographic Instruction, Policy and Planning-Long Range Planning Subcommittee).

ENGELBRECHT, Pamela N. (Computer Concerns).

ENGELDINGER, Eugene (Newsletter Editor; Communication).

FARBER, Evan Ira (Policy and Planning).

FATZER, Jill (Nominating Committee 1988 Elections).

EVANS, Anita (Conference Program Planning, New Orleans, 1988).

FIELDS, Carolyn (Continuing Education).

FINEMAN, Michael (Continuing Education).

FOLEY, Patricia H. (Policy and Planning).

FORMAN, Jack (Miriam Dudley BI Librarian of the Year Award).

GARRETT, Paula (Education for Bibliographic Instruction).

GINN, David S. (Task Force on Model Statement).

GRASSIAN, Esther (Policy and Planning; Conference Program Planning, New Orleans, 1988).

GRATCH, Bonnie (Continuing Education).

HAGLE, Claudette (Nominating Committee 1988 Elections).

HALE, Martha (Education for Bibliographic Instruction).

HAMILTON, Dennis Clark (Computer Concerns).

HART, James W. (Chair, Communication).

HENSLEY, Randall B. (Communication).

HOFFMAN, Irene (Policy and Planning).

HOGAN, Eddy (Computer Concerns).

KEMP, Barbara (Continuing Education).

KENNEY, Donald J. (Future of Bibliographic Instruction; Policy and Planning; Think Tank).

KING, David N. (Chair, Computer Concerns; Conference Program Planning, San Francisco, 1987).

KIRK, Thomas (Miriam Dudley BI Librarian of the Year Award).

KIRKENDALL, Carolyn (Miriam Dudley BI Librarian of the Year Award; Chair, Nominating Committee 1988 Elections; Nominating Committee 1987 Elections).

KRATZ, Charles (Clearinghouse).

LAIDLAW, Sheila (Policy and Planning-Subcommittee on Long Range Planning).

LARSON, Mary Ellen (Co-chair, Future of Bibliographic Instruction; Chair, Nominating Committee 1987 Elections).

LOWENTHAL, Ralph (Clearinghouse).

McADAM, Barbara (Research).

McCARTHY, Constance (Clearinghouse).

McCULLEY, Lucretia (Clearinghouse).

MADER, Sharon B. (Computer Concerns).

MARGUTTI, Elizabeth (Clearinghouse).

MELLON, Constance A. (Chair, Think Tank).

MELTZER, Ellen J. (Chair, Education for Bibliographic Instruction).

MILLER, William (Chair, Policy and Planning-Subcommittee on Long Range Planning).

MORRIS, Jacquelyn M. (Future of Bibliographic Instruction).

MUROI, Linda (Intern, Education for Bibliographic Instruction).

NASLUND, Cheryl T. (Computer Concerns).

OBERMAN, Cerise (Member-at-Large).

O'HANLON, Nancy (Computer Concerns).

OLSON, Cathy C. (Continuing Education).

OSEGUEDA, Laura (Policy and Planning; Conference Program Planning, New Orleans, 1988).

PASK, Judith M. (Research).

PASTINE, Maureen D. (Think Tank).

PENHALE, Sara J. (Chair, Conference Program Planning, New Orleans, 1988; Computer Concerns).

PERRY, Susan (Research).

PERSON, Roland (Task Force on Model Statement).

PHIPPS, Shelley E. (Think Tank).

POWELL, Ronald R. (Education for Bibliographic Instruction).

RANDALL, Lynn E. (Communication).

REAM, Dan (Research).

REICHEL, Mary (Chair, Miriam Dudley BI Librarian of the Year Award; Policy and Planning-Subcommittee on Long Range Planning; Think Tank; Ex-Officio: Past Chair, Policy and Planning (Standing Committee).

RENFORD, Beverly L. (Policy and Planning).

RICE, Jan L. (Task Force on Model Statement).

RICHER, Linda (Communication).

ROBERTS, Sally M. (Computer Concerns).

ROBINSON, Perry Ann (Education for Bibliographic Instruction).

ROSE, Robert F. (Communication).

SAGER, Harvey M. (Conference Program Planning, San Francisco, 1987).

SAJDAK, Bruce (Think Tank).

SANDERS, Lou Helen (Intern, Continuing Education).

SANDORE, Beth (Intern, Miriam Dudley BI Librarian of the Year Award; Conference Program Planning, San Francisco, 1987).

SCHATZ, Cindy A. (Continuing Education).

SIBLEY, Elizabeth A. (Chair, Clearinghouse).

SNAVELY, Loanne (Communication).

SNYDER, Lise (Communication).

SOMMER, Deborah (Miriam Dudley BI Librarian of the Year Award).

STIRLING, Isabel A. (Policy and Planning).

STOFFLE, Carla J. (Think Tank).

STRAUSS, Diane (Conference Program Planning, San Francisco, 1987).

TALAR, Sister Anita (Nominating Committee 1988 Elections).

TAYLOR, William R. (Intern, Computer Concerns).

TIEFEL, Virginia (Policy and Planning-Subcommittee on Longe Range Planning).

UYEHARA, Harry Y. (Education for Bibliographic Instruction).

VAN DER LAAN, Sharon (Education for Bibliographic Instruction).

VAN ORSDOL, Mary (Clearinghouse).

VAN PULIS, Noelle (Education for Bibliographic Instruction).

VARCA, Susan (Policy and Planning).

WARD, James (Clearinghouse).

WARE, Susan (Research).

WEBRECK, Susan (Education for Bibliographic Instruction).

WELLS, Margaret (Conference Program Planning, San Francisco, 1987).

WERNER, Leslie (Communication).

WERRELL, Emily (Intern, Research).

WILLIAMS, Karen (Chair; Continuing Education).

WILSON, Betsy (Secretary, Research).

WILSON, Linda J. (Research).

WITTKOPF, Barbara J. (Vice Chair/Chair-Elect).

WOODWARD, Beth S. (Task Force on Model Statement).

WRIGHT, Joyce C. (Clearinghouse).

YEE, Sandra (Chair, Research).

ZAPOROZHETZ, Laurene E. (Communication).

Appendix A

ACRL COMMITTEE VOLUNTEER FORM

For ACRL BIS committees, please return this form to Barbara J. Wittkopf, Vice-Chair/Chair-Elect, BIS, University of Florida Libraries, Gainesville, FL 32811.

NAME, TITLE, INSTITUTIONAL ADDRESS

PREFERRED MAILING ADDRESS

DATE OF APPLICATION _____

NUMBER OF YEARS AS MEMBER OF ALA _____ ACRL _____

ACADEMIC BACKGROUND (List institutions, dates of degrees, and relevant subject areas)

PROFESSIONAL ACTIVITIES

ALA or ACRL Committee Assignments

State and Regional Committee Assignments

ALA or ACRL Offices Held

State and Regional Offices Held

Publications

Other

ACRL COMMITTEE PREFERENCES

RELEVANT BACKGROUND OR EXPERIENCE FOR COMMITTEE ASSIGNMENT

Can you regularly attend the ALA Midwinter and Annual conferences? YES ___ NO ___
(Members of ACRL committees are expected to attend all meetings. Failure to attend two in a row may constitute grounds for removal.)

Please express your major concerns for strengthening the Association of College and Research Libraries on a separate sheet of paper.

☐ If I can't be appointed a full committee member, I would be willing to serve as an intern.

Appendix B

ASSOCIATION OF COLLEGE AND RESEARCH LIBRARIES
Budget Request Form -- Fiscal 1987/88

Return by:
December 1, 1986

Approved funds will be available September 1, 1987 through August 31, 1988.

Date_____
ACRL Unit_____

Objectives for the year requiring budget support:

Specific plan to meet objectives:

Date to be completed:

Budget estimates:*

Category	ALA Ex. Code	Amount Requested
Operating Supplies	(24)	_____
Postage	(25)	_____
Travel **	(26)	_____
Telephone & Telegraph	(27)	_____
Printing & Duplicating	(28)	_____
Other (Specify)	(29)	_____
Equipment	(64)	_____
Data Processing	(73)	_____
	TOTAL REQUESTED BY UNIT $	_____

_____
Chair/Chair-elect

*Use additional pages as required
**Travel is estimated as: Transportation @ $250/trip
Per Diem @ $100

Travel funds for committee meetings at times other than the Midwinter Meeting and the Annual Conference must be included in your Budget Request, and you must justify why a meeting is needed beyond Annual and Midwinter. No funds will be provided for travel to ALA conferences.

N.B. The cost of audiovisual equipment to support ALA Annual conference programs is already included in the general ACRL budget, but a unit expecting this expense should indicate the type of equipment and type of expense here _____.

If you have budgets for several units, such as section committees, please make a separate sheet for each.

4/85

Appendix C

ACRL CHAPTER/COMMITTEE/SECTION

REQUEST FOR PAYMENT OR REIMBURSEMENT

Prepare original and one copy of this form (copies available from ACRL office). Attach airline stubs, hotel bills, invoices, etc. to both the original and the copy. NOTE: Prepare separate request for Honorarium (including social security number) and expenses.

ACRL fiscal year runs from September 1 to August 31. All requests for payment must be submitted by August 15 of the current fiscal year.

CHAPTER/COMMITTEE/SECTION(COMMITTEE): _____

ITEMIZED EXPENSES: (ACRL Office Use Only)

DATE	ITEM	AMOUNT	Budget Line Charge

Make check payable to: _____
Send check to: (name and address)

APPROVED:

_____
Chapter/Committee/Section(Committee) Chairperson

Date _____

Send completed form and receipts to: ACRL/ALA
50 East Huron Street
Chicago, IL 60611

11/11/85

Appendix D

CHANGE OF ADDRESS

In order for the Bibliographic Section to keep up with address changes, we are asking that two change of address forms be filed. One should go to your committee chair and the other should go to the Executive Committee BIS Chair. These individuals may be located by using the membership lists in the orientation packet. This change is for committee use only. A change of address will also have to be filed with ALA Headquarters.

1.

Change of Address

Send to: Committee Chair (see address on committee list)

Name:_____ Institution:_____

Home:_____ Work:_____

_____ _____

_____ _____

_____ _____

Telephone:____ _____ Telephone:____ _____

2.

Change of Address

Send to: Executive Committee BIS Chair (see address on Executive Committee list)

Name:_____ Institution:_____

Home:_____ Work:_____

_____ _____

_____ _____

_____ _____

Telephone:____ _____ Telephone:____ _____